

DIRECT DEBIT CONSENT FORM



Direct Debit Consent Form | FS037.1 | 28 March 2018

This Form is to be completed by the Tenant to allow Evolve Housing to create or vary debit payments from their bank account for rent or other charges. For information or assistance, please contact 1800myevolve (1800 693 865) 9am-5pm weekdays.

TENANT INFORMATION	
Given Name	Last or Family Name
Address	
Email Address	Phone
Bank Account Name	Bank Name
Bank Account Number	BSB

DEDUCTION DETAILS					
Client ID:	Amount \$	Frequency: W / FN / M / one off	<input type="checkbox"/> Rent <input type="checkbox"/> Non rent	Start date	End date
Client ID:	Amount \$	Frequency: W / FN / M / one off	<input type="checkbox"/> Rent <input type="checkbox"/> Non rent	Start date	End date
Client ID:	Amount \$	Frequency: W / FN / M / one off	<input type="checkbox"/> Rent <input type="checkbox"/> Non rent	Start date	End date

AUTHORISATION
<p>CLIENT SERVICE AGREEMENT</p> <p>Evolve Housing's responsibilities:</p> <ul style="list-style-type: none"> If the due date for a payment falls on a non-business day, Evolve Housing will draw the amount on the next business day. If rent or other charges are revised, Evolve Housing will automatically update the direct debit arrangement and provide you with written notice of the change. Evolve Housing reserves the right to cancel the direct debit arrangement if payment requests are continually returned unpaid by your financial institution. Where requests are returned unpaid Evolve Housing will arrange an alternative payment method with you. Evolve Housing will keep all information provided by you, including details of your bank account, private and confidential. Evolve Housing will investigate and deal promptly with your queries, claims or complaints regarding debits, and provide a response within 20 business days. <p>Client's responsibilities are:</p> <ul style="list-style-type: none"> To check with my financial institution that direct debiting is available on my account. To ensure that sufficient funds are available in my account on the due date for every payment. To advise Evolve Housing of any changes to my account that may stop or delay payments. To arrange with Evolve Housing a suitable alternative payment method, if the direct debit arrangements are stopped, either by me, or the nominated financial institution. To meet any charges resulting from the use of the Direct Debit System. This may include fees charged as a result of Evolve Housing payment requests being returned unpaid. To give written notice to Evolve Housing if I wish to defer, alter or stop the direct debit arrangement. To raise all transaction disputes, queries and claims directly with Evolve Housing. <p>By signing this form:</p> <p><input checked="" type="checkbox"/> you acknowledge that you have read the "Client Service Agreement" above and agree with the terms and conditions; and</p> <p><input checked="" type="checkbox"/> you authorise Evolve Housing to arrange for funds to be debited from my account (details of which are above), in accordance with the amounts which Evolve Housing may debit or charge me through the Direct Debit System.</p> <p>Full Name _____ Relationship to Tenant _____</p> <p>Signature _____ Date _____</p>

Evolve Housing is committed to respecting and protecting the privacy and rights of individuals in relation to their personal information. Our Privacy Policy outlines how we collect, use, store, and disclose information in accordance with the Australian Privacy Principles under the *Privacy Act 1988 (Cth)*. Please refer to our Privacy Policy on the Evolve Housing website if you would like more detailed information. You may also request a copy of the Privacy Policy from any Evolve Housing employee.